

OS REGISTRY

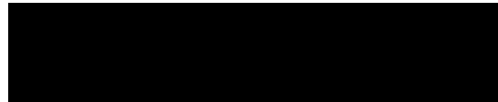
FILE

Employee Bulletin
Also: Security 8
Also: Commo 6B
1 OCT 1976



MEMORANDUM FOR: Chief, Regulations Control Branch
FROM : Robert W. Gambino
Director of Security
SUBJECT : Proposed Employee Bulletin re Security
Access Control System

It is requested that the attached be published
as soon as possible. Issuance of new badges may begin
as soon as 6 October, and it would be greatly appreciated
if the bulletin is available to Agency employees on that
date or as soon thereafter as is feasible.



25X1A

Robert W. Gambino

Att

Distribution:

Orig & 1 - Adse
1 - D/S
→ 1 - OS Reg
1 - PPG

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OS/PPG/ [redacted] aj 30 September 76

OS 6 4312

EMPLOYEE

BULLETIN

No. _____

Date _____

SECURITY ACCESS CONTROL SYSTEM

1. During the month of October, the Office of Security will begin issuing the new badges that will be used with access control equipment being installed in Headquarters Building entrances.
2. A program to exchange badges by office will be announced shortly. Please do not contact the Office of Security or the Badge Office until notified to do so. During the period of the badge exchange (approximately one month), both the current and the new badge systems will be valid for access to Agency buildings. At the conclusion of the exchange period, only new badges will be valid.
3. Until further notice, all current badge policies and procedures will apply to both badge systems.

DISTRIBUTION: ALL EMPLOYEES (1-6)